



**Action Items From
USCHC Charting Advisors Committee Teleconference
February 25, 2005**

NOTE: It was agreed that both OCS and CHS will endeavor to complete as many actions as possible before the USCHC meeting being held in San Diego, CA, on March 30, 2005, from 1:00-5:00pm.

1. Provide CHS with the U.S. Ocean Action Plan. (Done - attached)
2. Send list of HSRP members to CHS.
(See website: <http://nauticalcharts.noaa.gov/ocs/hsrp/hsrp.htm>. This contains all the information on the HSRP. If you click on Panel, you will get the list of names of members and can access their biographies. You can also get information on the charter, meetings, history, etc.)
3. Inform CHS when future HSRP candidate solicitations are issued next year.
4. CHS will send information on its Advisory Board and Ocean Action Plan.
5. Andy Armstrong and Dick MacDougall should meet at the US Hydrographic Conference 2005 to discuss possible collaboration with a view to present recommendations to the Commission meeting, if possible. (Meeting has been scheduled)
6. Captain Gardner will send the specifications for these (Post-CRADA) contracts to CHS, once the contracts have been advertised.
7. The U.S. Department of State has provided a ruling that it would be permissible to show both boundaries on ENC's and identify the claimed boundary for each country. Would this solution be acceptable to CHS and to the Canada Foreign Ministry?
8. Canada will set up an internal meeting of principals to discuss these policy issues (concerning distribution of transboundary ENC's).

9. Both sides will identify someone to develop a list of issues that must be addressed regarding transboundary ENC production and state the decision-making level required for each. The list will be developed in time for the Commission meeting. Jim Gardner is the OCS point of contact. Savi Narayanan will send an e-mail to Katie Ries regarding her designated point of contact. *(Note: E-mail on Feb 28 from Sean Hinds to Katie Ries stated that he is the Canada point of contact.)*
10. Captain Jim Gardner will contact each Canadian Regional Director regarding a point of contact for each region to discuss these technical details (concerning who should produce which transboundary ENC).
11. OCS and CHS' Pacific Region participated in the "2nd Process Re-Engineering Workshop" July 28-29, 2004 hosted by CHS. The purpose of the workshops is to collaborate and share expertise and technology advances for advancing hydrographic data processing and compilation. The third workshop is to be hosted by the Pacific Hydrographic Branch in Seattle at a time to be determined, depending on resources. Rob Hare (CHS) will follow up with LCDR Don Haines (OCS-PHB) to determine a proposed meeting time/agenda to be presented for consideration at the Commission meeting.
12. Dave Jackson will investigate whether data (multibeam survey data being collected in the San Juan Islands area) can be used for charting and will coordinate getting a copy of the survey diagram to Mike Gibson.
13. LCDR Swallow will contact LCDR Don Haines, NOAA Pacific Hydrographic Branch, and alerted him to these discussions regarding survey data from Canada and requested that he coordinate both activities with Rob Hare. (Done)
14. Canada will check whether a survey is still needed (in the Canadian waters off Queen Charlotte Island). Rob Hare will coordinate with LCDR Swallow.
15. Dave Jackson will check with Rob Hare (about an OCS hydrographer participating in a survey with CHS).
16. Both OCS and CHS will develop a list of cartographic and hydrographic exchange possibilities and identify the most promising for presentation at the Commission meeting.
17. Captain Barnum will send the NRT schedules to Keith Weaver Acting Director, CHS Central & Arctic Region Office. (Done)
18. CHS, particularly Quebec Region, is interested in linking personnel exchanges to NavSurface. Jeff Ferguson will provide some documentation to CHS (especially Quebec and Pacific Regions). (Done) OCS will continue to keep CHS informed of our activities and experiences.

19. An important action to note from the SPWG call the previous day is for CHS to brief their Foreign Affairs Ministry on the SPWG proposals. Since they have implications for changes to the Convention it is important to ensure support from that Ministry. CHS hoped to have a read on the official Canadian position by the USCHC meeting on March 30.
20. CHS asked if a set of standards is available for products under the Quality Assurance and Certification Program. Ms. Ries will check and, if they are available, will forward them to CHS.
(Done. Since OCS doesn't yet know what kind of products might be submitted for certification, there are no sets of standards at this time. A process has been outlined to be used to develop standards when a particular product is submitted. For example, if someone sends in a cruising guide for certification, standards will be developed for a category « cruising guides », as well as a process (criteria) for comparing any cruising guide submission against these standards. Then each submission within that category will be reviewed using these standards and criteria.)
21. CHS is planning to use CARIS Notebook for collecting information objects. Dave Jackson (CHS-Pacific) should coordinate with LCDR Don Haines at the NOAA's Pacific Hydrographic Branch.